

2009 APPLICATION FOR PERMIT or EVALUATION

NOT REFUNDABLE OR TRANSFERABLE

Environmental Health Division, Bay Co. Health Dept., 1212 Washington Avenue, Bay City, MI 48708 - (989) 895-4006

No action can be taken until this APPLICATION is COMPLETED, both FRONT and BACK, and PROPER Fee is PAID.

Office Use: Rec'd by: _____ Date: _____ Amt \$ _____ ☐ O & M Report (Check if Required)

Receipt # _____ Septic Permit # _____ Well Permit # _____ Tank Permit # _____

Date Flagged: _____ NOTE: _____

APPLICANT: _____ Best Phone #: _____

MAILING ADDRESS: _____ / _____ / _____
Number Street/Road City Zip

VACANT LAND EVALUATION. ☐ \$128.25

NEW SEWAGE **PERMIT** (Evaluation required for permit). ☐ \$271.75

TOTAL COST FOR BOTH. **\$400.00**

ON-SITE SEWAGE DISPOSAL SYSTEM EVALUATION. ☐ \$128.25

REPLACEMENT SEWAGE **PERMIT** (Evaluation required for permit) ☐ \$271.75

TOTAL COST FOR BOTH **\$400.00**

SEWAGE **TANK** REPLACEMENT. ☐ \$179.50

LOAN EVALUATION - SEPTIC OR WELL. ☐ \$205.00

LOAN EVALUATION - SEPTIC AND WELL. ☐ \$410.00

WELL **PERMIT** - Residential _____ New _____ Replacement. ☐ \$256.25
Commercial _____ New _____ Replacement. ☐ \$358.75

PROPERTY INFORMATION

Property Address/Road: _____ Zip: _____

Property Code Number: **09** - - - - -

Township: _____ Section: _____ Lot#: _____ Lot Size: _____

Do you own the property? ☐ YES ☐ NO, Name & Phone# of Owner: _____

Is the property suspected to be within a Flood-plain or Wetland? ☐ NO ☐ YES, you should contact the **DEQ**,

Land and Water Division (989) 686-8025.

NEW/REPLACEMENT CONSTRUCTION

Commercial

_____ No. of Employees

Residential

_____ No. of Bedrooms

_____ With Basement

Water Supply:

_____ Well

_____ Municipal

Fuel oil Heat?

_____ Yes

_____ No

Show location of property to the nearest crossroads.

Driving directions

▲
N

EVALUATION OF SYSTEM

Age of Sewage System _____

Reason for Evaluation

☐ Replacing House

☐ Adding a Bedroom

_____ Existing

_____ Proposed

☐ Like to use existing system

☐ Other _____

SIGNATURE _____ DATE _____

<u>Must be completed for Loan Evaluations</u>	
<p><u>Applicant is required to arrange for a septage hauler to be present to pump septic tank at time of inspection.</u> Applicant must call this department and septage hauler to set up a mutually agreeable day and time for this to take place.</p>	
Age of House: _____ years	Number of Bedrooms: _____ Is House Presently Occupied? <input type="checkbox"/> YES <input type="checkbox"/> NO
<b style="text-align: center;">WELL INFORMATION Pump Location: _____ Well Depth: _____' Casing Diameter: _____" Well Drilled By: _____ Date: _____	<b style="text-align: center;">SEPTIC SYSTEM INFORMATION Septic Tank Size: _____ Gals. Disposal Area Size: _____ Lineal Feet _____ Square Feet Installed By: _____ Approx. Date Installed: _____ Date of Last Pumping: _____
<i>Note: Partial Chemical samples are forwarded to the MDEQ Lab in Lansing, Michigan. Results from MDEQ are available in 2-3 weeks.</i>	

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Septic Tank Size: _____ Gals.
Disposal Area Size: _____ Lineal Feet
_____ Square Feet
Installed By: _____
Approx. Date Installed: _____
Date of Last Pumping: _____

↓ South

- a) Property lines/dimensions(s), sewage and well system location, driveway, pole barn(s), easements, drains, ditches, and utilities.
- b) Measurements in relation to lot lines.

INFORMATION FOR SEWAGE AND WELL PERMIT APPLICANTS

If you are planning to build at a site located in Bay County which is not served by a municipal water supply and/or sewage collection system, you are required to obtain a permit from this department. The permit(s) must be secured from this department prior to beginning any work. In addition, don't forget to check with your township representatives to be sure that your plans are acceptable with local regulations.

Since an onsite sewage disposal system depends upon the absorption of sewage effluent by the soil, you must furnish exact direction to your building site. A representative of this department will conduct a site evaluation of the soil conditions, including the soil type, topographical features, and the depth to the seasonal high water table. A soil boring will be conducted at the location you wish after you mark the spot with a brightly colored ribbon attached to a tall stake.

The Onsite Sewage Disposal System permit which is issued to you by this department will contain specific minimum standards. **Any changes from the permit issued by this office must first be approved.** A Final Inspection of the onsite sewage disposal system installation must be conducted by this department prior to covering the system.

Your water supply well must be installed in compliance with the requirements of the **Well Ordinance of Bay County, Michigan** by a Registered Well Driller. Upon completion of your well installation, this department must be notified so that a Final Inspection can be conducted and water samples can be collected.

In the interest of economy and providing an efficient service to you, the following policy for processing sewage and well permit applications has been adopted:

6-2.3 OSDS PERMIT ISSUANCE OR DENIAL

Except for extenuating circumstances, upon receipt of an application for an OSDS Permit which this department has determined has been properly completed, the sanitarian shall make a written decision to issue or deny the Permit within 21 calendar days. During the winter months when the soils at a site are frozen beyond the reasonable means of the soil auger, the owner shall be required to dig a 5 foot trench so that the Health Department can properly evaluate the soils.

Permits are non-transferable from person to person. Section 6-7 of the **Sanitary Code of Bay County, Michigan** states:

6-7 NON-TRANSFER OF ON SITE SEWAGE DISPOSAL SYSTEM (OSDS) PERMITS

OSDS permits are not transferable from person to person or from one location to another. A new permit shall be required for each new owner of a premises or property for which an OSDS Permit is issued, or if the location of the OSDS is to be changed.

INSTRUCTIONS TO ONSITE SEWAGE DISPOSAL SYSTEM PERMIT APPLICANTS

The Bay County Health Department will promptly process your application if you will take the time to provide the following information. The following information is needed for this department to conduct a thorough site review:

1. ***Forms must be filled out completely.***
2. **Property Code Number is required.**
3. Applicants submitting an **Onsite Sewage Disposal System Permit Application** for new construction must provide a copy of the **survey recorded with the Register of Deeds** and/or the **deed recorded with the Register of Deeds** for the property before the site evaluation will be conducted.
4. Draw a plot plan showing the dimension of the home, location of the house in relation to lot lines, bluff lines, lakes and/or streams, dimensions of the lot, and desired well location (if applicable).
5. Draw a map showing driving directions to your property. Describe any features on your property which would make it easier to identify.
6. Mark the desired location of the onsite sewage disposal system with a **brightly colored flag** on a stake which can be seen from the road. If the desired location is hidden from view, place a flag at the roadway too.

The Bay County Health Department will:

1. Conduct an onsite evaluation of your lot with regards to its potential for the application of sewage effluent. A soil boring will be made to evaluate soil texture, drainage, and water table elevations.
2. Design and issue a Onsite Sewage Disposal System Permit which will include a drawing showing the minimum size and location of the system.
3. Notify you in writing, if the conditions found at the site do not allow for the issuance of an Onsite Sewage Disposal System Permit.
4. Conduct an initial and follow-up inspection of the completed onsite sewage disposal system to ensure that the system has been properly installed. **Any additional inspections may result in additional fees to the property owner.**
5. Be available on a consultative basis to answer your questions at any time prior to, during, and after construction of your onsite sewage disposal system. The Health Department has a great deal of information regarding the operation and maintenance of your system. Please feel free to make use of this service.

*** Please note: Any deviations from the Onsite Sewage Disposal System Permit must be approved by the County Health Department.**